

**City of Newport Beach - Building Department**

**BUILDING CODE POLICY**

Effective Date	Subject	Policy No.
October 20, 1998 Revised 4/18/05	Requirement for Soils & Grading Reports	NBMC 15.10

The following updates a 1995 standard. The objective of this standard is to provide guidelines for uniformity in requiring soils report, slab elevation and setback certificate, civil certificate, rough grading report and final grading report.

A. Soils Report

1. Alterations  
Soils report is not required for interior alterations.
2. Additions

Area of First Floor Addition (Sq. Ft.)	Soils Report Required	Remarks
0-400 (flat lot)	No	Building inspector shall inspect the subgrade and foundation trenches.
400-1000 (flat lot)	No	Soils engineer to inspect and certify subgrade compaction and footing bearing pressure.
>1000	Yes	---
Construction on slope or near slope	Yes	---

NOTE: Demolishing and rebuilding existing area is considered new construction.

3. New Construction  
Soils report is required for new construction.

B. Rough Grading Report

A rough grading report shall be required whenever a soils report is required by Section (A) of this guideline.

C. Slab Elevation and Setback Certificate

Slab Elevation and Setback Certificate is required for new construction.

D. Civil Certificate

A Civil Certificate is required whenever a grading or drainage permit is issued for a new structure. For drainage permit in conjunction with minor work (small addition, swimming pool, etc.), a civil certificate is not required.

E. Final Grading Report

Typically, the final grading report is similar to the rough grading report but includes test results for grading work done after the pad has been graded, such as retaining wall back fill, trench backfill, subgrade compaction for flatwork and driveway, etc.

To simplify the process, the final grading report may be substituted with a certificate of miscellaneous site grading which is done subsequent to the rough grading.

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Jay Elbetta, Building Director